

**MINUTES OF THE REGULAR MEETING  
OF THE  
WINSLOW UNIFIED SCHOOL DISTRICT NO. 1  
GOVERNING BOARD**

**CALL TO ORDER:** The regular meeting of the Governing Board of Winslow Unified School District No. 1 was called to order by Mrs. Sharon Greenwood, President, at 6:00 p.m., December 20, 2018, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

**PRESENT:** Mrs. Sharon Greenwood  
Mr. Joey Hartnett  
Mrs. Marilee Ervien  
Mrs. Josephine Montoya  
Mr. Allen Leonard

**ABSENT:**

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was said.

**APPROVAL OF THE AGENDA:** Mrs. Ervien made a motion to approve the agenda. This motion was seconded by Mr. Hartnett and carried with a vote of “aye” from all members.

**AWARDS, RECOGNITIONS AND PRESENTATIONS:** None at this time.

**APPROVAL OF MINUTES:** Mr. Leonard made a motion to approve the minutes of the regular meeting held December 6, 2018. It was seconded by Mrs. Montoya. All members voted “aye” and the motion carried.

**CALL TO PUBLIC:** Mrs. Greenwood invited public comments on any listed items on the agenda at this time. She requested that anyone speaking should state their full name for the record and confine their remarks to three minutes or less. She stated that no action will be taken as a result of public comments. She reminded the public that the Board expects citizens who address the Board to present concerns regarding the activities in question rather than make personal attacks upon board members, staff or others present or absent according to Governing Board Policy BEDH. In addition, questions or comments on matters that are currently under legal review will not be accepted per Board Policy BEDH, Public Participation at Board Meetings. Anyone wishing to discuss an issue with the Governing Board that is not on the agenda should complete form WPS 511 located on the entrance table. Copies will be distributed to all board members for their consideration.

There were no comments from the public at this time.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- A. Mr. Matt Weber, Superintendent of the Northern Arizona Vocational Institute of Technology (NAVIT), was present to give his annual report. He mentioned that the NAVIT board member representing our area, Mr. Royce Greer, has retired and Mr. Tim Westover is taking his place.

Mr. Weber thanked Principal Hartman and CTE Director Brimhall for their work and support. He reviewed NAVIT background information and the two primary purposes of NAVIT, which are to provide an additional funding stream for our high school CTE programs and to provide additional program offerings at community college hubs. He reviewed funding and historical figures, our satellite programs and the teachers, and the central program offerings.

Mr. Weber thanked the Board for the opportunity to report this evening and invited questions, which were asked and answered. Mrs. Montoya said that the reason Mr. Westover was not present was that he had a prior work commitment.

The Board thanked Mr. Weber for his report.

- B. A request was made for ratification of expense and payroll vouchers per Ratification List No. 823 totaling \$589,287.80. This is a routine procedure to allow the District to submit vouchers to the County School Superintendent between board meetings.

Mrs. Ervien made a motion to approve all vouchers on Ratification List No. 823. Mr. Leonard seconded the motion. All members voted "aye" and the motion carried.

- C. Mrs. Mattox recommended that the Governing Board approve the hiring of the following personnel:

- Lynne Sawyer – 8<sup>th</sup> Grade Girls' Basketball Coach – Junior High School
- Arianna Johnson – English Teacher – Junior High School

Mrs. Mattox recommended that the Governing Board approve the resignation of the following personnel:

- Briana Conatser – Varsity Volleyball Coach – High School – Effective 12-6-18
- Tabatha McClellan – 8<sup>th</sup> Grade Girls' Basketball Coach – Junior High School – Effective 12-13-18

Mrs. Ervien made a motion, which was seconded by Mr. Leonard, to approve the hiring and resignation of personnel as recommended. A vote was taken, with all members voting "aye". The motion carried.

D. Mrs. Mattox asked the Board to accept the following donations.

- \$78.50 to Jefferson School from SW Karma for Sonic Night
- \$1,000.00 to Jefferson School from Walmart Community Grant Program
- \$99.07 to Washington School from SW Karma for Sonic Night
- 350 pairs of earbuds, 350 flash drives and 75 mouse pads for the Junior High from employees at the Winslow State Prison Complex

Mrs. Mattox said that the Health Technician at Jefferson applied for that grant, and that other gifts from the prison employees will be coming in the future.

Mrs. Montoya made a motion, which was seconded by Mr. Hartnett, to accept the donations.

Mrs. Ervien said it was great that the prison was making these donations. Ms. Debra Lopez, Principal, explained how it came about. Mr. Hartnett suggested that a star award be given to Sonic, Walmart and the prison for their generosity.

A vote was taken on the motion to accept and all members voted "aye". Motion carried.

E. A request for the following out-of-state travel was made.

- Two employees, possible 10 other employees (administrators), 7 other adults and 8 students to travel to Las Vegas, Nevada, March 3 – 7, 2019, for the National Johnson-O'Malley Conference

Mrs. Mattox said all costs will be covered by a grant, and she called on Mrs. Denise Estudillo, Federal Programs Director, to provide more information. Mrs. Estudillo discussed funding and an overview of the conference, including the role of the students going. Questions were asked and answered. Mr. Leonard would like a copy of the conference agenda.

Mrs. Ervien made a motion, which was seconded by Mrs. Montoya, to approve the out-of-state travel as requested. All members voted "aye" and the motion carried.

F. Mrs. Mattox asked the Board to issue a Statement of Assurance regarding the Teacher Evaluation System. This is an annual procedure to assure the state that the District is meeting statutory requirements regarding our evaluation system.

A motion to issue the Statement of Assurance as requested was made by Mrs. Montoya and seconded by Mr. Leonard. All members voted "aye" and the motion carried.

G. First reading of the following Arizona School Boards Association Policy Services Advisories:

- Advisory No. 644 Policy IHB – Special Instructional Programs  
Regulation IHB-R  
Exhibit IHB-E
- Advisory No. 645 Exhibit JLCB-E (Immunization of Students –  
ADHS REVISED – October, 2018)

Mrs. Mattox said Advisory No. 644 clarifies procedures and provides for a certification, which our district has already done, and Advisory No. 645 provides an updated version of the recommended immunization schedule. She recommended that the Board, pursuant to Policy BGB, waive the second reading and adopt these policies as advised at this meeting.

Mrs. Montoya made a motion, which was seconded by Mr. Hartnett, to invoke Policy BGB so that these advised policies may be adopted after this one reading. All members voted in the affirmative and the motion carried.

Mr. Hartnett made a motion to adopt the policy, regulation and exhibits as advised. This motion was seconded by Mrs. Ervien and carried with a vote of “aye” from all members.

H. Mrs. Mattox made a request that the Governing Board cancel the regularly scheduled January 3, 2019, board meeting. She explained that this falls during the Christmas break and that there will be very little business to conduct as there would have only been one business day since the last meeting.

Mrs. Ervien made a motion, which was seconded by Mr. Hartnett, to cancel the January 3<sup>rd</sup> meeting as requested. All members voted “aye” and the motion carried.

I. Mrs. Mattox asked the Board to change the early release day previously approved for January 11, 2019, to January 18, 2019, to accommodate the Doc Wright Wrestling Tournament. This was just a scheduling error.

A motion to change the date as requested was made by Mr. Leonard and seconded by Mrs. Ervien. A vote was taken, with all members voting in the affirmative. Motion carried.

NEW BUSINESS WILL RESUME AFTER BOARD COMMENTS.

**REPORTS:**

A. District Financial Reports

Mrs. Lomeli presented the financial reports for the month of November and said with 42% of the year having been completed at the end of November, actual expenditures to budget were at 35.25%.

B. Superintendent's Reports:

Mrs. Mattox reported on the following items.

- The ASBA/ASA annual conference was really good this year. Some of the main topics focused on were respect, empathy and self-absorption.
- A request for proposals (RFP) for a five-year food service contract went out to 11 vendors. The process will be ongoing until sometime in March.
- After the first of the year, a RFP for the Washington School roof will go out. This will be covered by funding from the School Facilities Board and they will handle the RFP process.
- The Board has expressed the desire to go on a retreat. Mrs. Mattox has been making arrangements. This will be at the Flagstaff Ranch Golf Resort and she asked if they would like to do this on January 19 or 26, and the time frame.

The Board discussed this matter and it was decided that January 26, 2019, from 10:00 a.m. to 2:00 p.m. would be agreeable, with the understanding that a back-up plan (local venue) should be in place in case of inclement weather.

B. Board President's Reports:

Mrs. Greenwood said she would like input for topics to be discussed at the retreat, and she will be contacting all the schools to see what they would like the Board to work on.

**BOARD  
COMMENTS:**

Mr. Hartnett said all the donations are appreciated. It is so nice for the District be the recipient of the community's generosity to help get things we may not otherwise be able to get.

Mrs. Ervien said that the ASBA conference was one of the better ones that she has attended. The keynote speaker was fantastic. She said that it was very important that we get more community involvement and that getting information out to the public may help, perhaps in the form of a newsletter. She talked about the importance of staff retention and awards or prizes for teachers. Mrs. Ervien concluded by saying how uplifting the atmosphere at the schools has been these past three weeks.

Mrs. Montoya said she wanted to thank the person who applied for the Walmart grant and to thank all the employees for going above and beyond.

Mr. Leonard said we need to make every effort to encourage eligible students to participate in NAVIT central programs. If they have their high school credit requirements met, they need to be encouraged to enroll in a NAVIT program so they have something they can do right out of high school.

#### CONTINUATION OF NEW BUSINESS

- J. At 6:57 p.m., Mr. Leonard made a motion to enter executive session pursuant to A.R.S. 38-431.03 and A.R.S. 15-503.C for the purpose of conducting the annual evaluation of the Superintendent. This motion was seconded by Mrs. Ervien and carried with a vote of "aye" from all members.

The regular meeting resumed at 8:12 p.m.

- K. Mrs. Greenwood asked if anyone would like to make a motion to accept the evaluation of the Superintendent. Such a motion was made by Mr. Leonard and seconded by Mrs. Ervien. All members voted "aye" and the motion carried.

#### **ADJOURNMENT:**

At 8:15 p.m., Mrs. Montoya made a motion to adjourn and Mr. Hartnett seconded it. All members voted "aye" and the motion carried.

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President

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Vice-President

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Clerk

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Member

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Member

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Cyndie Mattox, Superintendent